



County of Los Angeles  
**CHIEF EXECUTIVE OFFICE**

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA  
Chief Executive Officer

May 18, 2010

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**REQUEST FOR DELEGATED AUTHORITY  
TO THE CHIEF EXECUTIVE OFFICER  
TO NEGOTIATE AND ADMINISTRATIVELY CONSUMMATE  
MINOR LEASES FOR VARIOUS DEPARTMENTS  
(ALL DISTRICTS) (3 VOTES)**

**SUBJECT**

This recommendation is to delegate the authority to the Chief Executive Officer, or his designee, to negotiate and consummate the 54 minor leases shown on Attachment A as provided under Section 2.08.163 of the County Code. These leases were previously executed by the CEO pursuant to the delegated authority.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find that the proposed leases are categorically exempt from the provisions of the California Environmental Quality Act pursuant to Class 1, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board, and Section 15301 of the State of California Environmental Quality Act Guidelines (Existing Facilities).
2. Delegate the authority to the Chief Executive Officer, or his designee, to negotiate and consummate the 54 minor leases for various County Departments.

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

#15 MAY 18, 2010

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Board of Supervisors  
GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

*"To Enrich Lives Through Effective And Caring Service"*

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### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Pursuant to the authority granted under County Code Section 2.08.159, the CEO may consummate all minor leases administratively. Approval of the proposed action will allow the Chief Executive Officer (CEO) to administratively extend/renew minor leases for a period not to exceed three years at a rental rate that cannot exceed \$7,500 per month, and will provide County departments with continued housing arrangements at their current locations. However, while the CEO has the authority to execute new minor leases, County Counsel has opined that a re-lease of the same facility requires Board approval. Therefore, the recommendations proposed herein will provide for more efficient processing of these minor lease renewals and obviate the need for Board approval for renewal of each of the 54 leases.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs that we streamline and improve administrative operations and processes (Goal 1, Strategy 2) by requesting Board approval of the consolidated list of the minor leases and removes the need for individual Board actions for each of the 54 leases, the recommended action herein will achieve this goal.

### **FISCAL IMPACT/FINANCING**

Since all the facilities involved are currently subject to existing leases, it is anticipated that there will be little fiscal impact, if any, from the proposed re-leases. The impact will result only from small increases in the rental rates negotiated, if any. A further limitation is that the rental rate cannot exceed \$7,500 per month. If the lease cost exceeds \$7,500 per month, the CEO will submit a lease recommendation to your Board for consideration.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Since 2005, your Board has approved similar delegated authority recommendations submitted annually by the CEO to negotiate and consummate minor leases. The proposed recommendations apply to the 54 leases shown on Attachment A whose departments indicate a desire to remain at their current facilities. All the proposed leases are either on a month-to-month tenancy, or will expire during the 2010 calendar year or within the first quarter of 2011. County Code Section 2.08 will continue to govern all new leases for different locations with the same term and rental rate limits.

The leases shown on Attachment A will be approved by the CEO only under the following conditions:

- The departments involved will be required to provide sufficient justification of their continued need for the space to the CEO and the CEO will need to find that the renewal of the existing lease is the best course of action.
- The facilities involved will have to meet the criteria for seismic integrity set by the Department of Public Works to be suitable for County occupancy.
- The proposed leases will become effective upon approval and execution by the CEO.
- If the proposed leases contain a rental adjustment provision either fixed or based on the Consumer Price Index, the projected maximum monthly rent will remain under \$7,500 per month.

Child care facilities are not feasible in the proposed leases.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The CEO believes that the proposed recommendations are in the best interest of the County by providing a mechanism to obtain necessary space for the various County requirements in a more efficient manner. The CEO will consummate these leases only if, upon review, they are found individually to be in the best interest of the County.

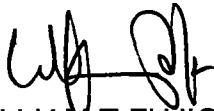
Some of the facilities shown have additional existing County lease(s). To the extent possible, the CEO will consolidate these leases into one agreement, and if it exceeds the administrative limitations, a recommendation will be brought to your Board for consideration.

The Honorable Board of Supervisors  
May 18, 2009  
Page 4

**NEGATIVE DECLARATION/ENVIRONMENTAL IMPACT REPORT**

Since all the leases shown on Attachment A are in essence re-leases, these projects are exempt from the provisions of the California Environmental Quality Act pursuant to Class 1, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board, and Section 15301 of the State of California Environmental Quality Act Guidelines (Existing Facilities).

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:SK:WLD  
CEM:CMB:hd

Attachment

c: Executive Office, Board of Supervisors  
County Counsel  
Auditor-Controller  
All County Departments Indicated

MinorLeases2010.Brdltr

## Attachment A

DEPARTMENT	ADDRESS	CITY	FIRM NO.	LEASE NO	START DATE	ENDS DATE	MONTHLY RENT	ADDITIONAL LEASES
AG COMM WTS & MEASURES	5600 Century Blvd.	Los Angeles	98214	L-1001	06/01/2007	05/31/2010	\$2,886.00	6
ALTERNATE PUBLIC DEFENDER	101 West Mission Boulevard, Suite 212	Pomona	97602	L-0869	10/10/2007	10/09/2010	\$5,433.00	1
ALTERNATE PUBLIC DEFENDER	1127 Wilshire Blvd.	Los Angeles	97459	L-1010	09/01/2007	08/31/2010	\$729.00	1
ALTERNATE PUBLIC DEFENDER	14553 Delano Street Suite 211	Van Nuys	97646	L-1019	11/01/2007	10/31/2010	\$6,853.70	0
ALTERNATE PUBLIC DEFENDER	1501 West Cameron Ave. Building C, #230	West Covina	97540	L-0997	06/01/2007	05/31/2010	\$1,231.00	0
ALTERNATE PUBLIC DEFENDER	1611 South Garfield Avenue, Suite 100	Alhambra	97608	L-1013	11/01/2007	10/31/2010	\$6,490.00	0
BOARD OF SUPERVISORS	3530 Wilshire Boulevard Suite 1140	Los Angeles	98721	L-0891	05/03/2007	05/02/2010	\$7,485.00	3
BOARD OF SUPERVISORS	1113 W. Avenue M-4	Palmdale	98738	L-0841	05/16/2007	05/15/2010	\$4,560.81	0
BOARD OF SUPERVISORS	215 N. Marengo Ave. Suite 120	Pasadena	98686	L-1007	08/01/2007	07/31/2010	\$4,491.76	1
BOARD OF SUPERVISORS	21943 Plummer St.	Chatsworth	98696	L-1000	06/01/2007	05/31/2010	\$4,331.00	0
CHIEF EXECUTIVE OFFICE	222 South Hill Street Suite 100	Los Angeles	98801	L-0781	11/01/2001	10/31/2004	\$750.00	3
CHILDREN & FAMILY SERVICES	100 Long Beach Blvd. Room 301-E	Long Beach	99029	L-0900	09/01/2004	08/31/2007	\$0.00	5
CHILDREN & FAMILY SERVICES	1835 Santa Fe Avenue	Long Beach	99031	L-0906	09/01/2004	08/31/2007	\$0.00	5
CHILDREN & FAMILY SERVICES	5100-5110 W. Goldleaf Circle	Los Angeles	98967	L-0925	02/28/2005	02/27/2008	\$2,575.00	2
CHILDREN & FAMILY SERVICES	8730 South Vermont Ave.	Los Angeles	99027	L-0904	08/26/2004	08/25/2007	\$0.00	0
FIRE	1889 McKinley Ave.	La Verne	98378	MOU-1051	02/01/2009	10/31/2010	\$2,732.00	2
FIRE	24525 Copperhill Drive	Santa Clarita	98295	L-0993	06/01/2010	10/01/2010	\$4,600.00	0
FIRE	35100 San Francisquito Canyon Road	Saugus	98361	L-0881	05/01/2007	04/30/2010	Annually 4,300.00	6
FIRE	5900 S. Eastern Ave. Suite 128	Commerce	98347	65930A	01/31/2007	01/31/2008	\$2,157.40	1
FIRE	7617 Santa Monica Blvd.	West Hollywood	98358	L-0890	05/20/2007	05/19/2010	\$715.00	0
FIRE	8812 W. Avenue E-8	Lancaster	98362	L-0887	06/01/2007	05/31/2010	Annually \$700.00	0
HEALTH SERVICES	1108 N. Oleander Ave.	Compton	97871	L-0915	09/27/2004	09/26/2007	\$1,575.00	0
HEALTH SERVICES	1116 West 220th. Street	Torrance	97966	L-0989	04/26/2007	04/25/2010	\$0.00	0
HEALTH SERVICES	12021 Wilmington Avenue	Los Angeles	97994	L-0784	12/06/2004	12/05/2007	\$0.00	1
ISD-INFO TECHNOLOGY SVC	3860 Crest Road	Rancho Palos Verdes	98143	L-0884	05/15/2007	05/14/2010	Annually \$5,000.00	0
MENTAL HEALTH	1400 North Ivar Avenue	Hollywood	98145	L-0994	01/01/2009	07/23/2010	\$3,000.00	0
MENTAL HEALTH	420G-3 South San Pedro St.	Los Angeles	98186	L-1021	02/15/2008	02/14/2011	\$7,212.00	0
MENTAL HEALTH	619 East 5th Street	Los Angeles	98104	L-0988	05/15/2007	05/14/2010	\$5,000.00	0
MENTAL HEALTH	695 South Vermont Avenue	Los Angeles	98034	L-1005	06/15/2007	06/14/2010	\$2,280.00	2

DEPARTMENT	ADDRESS	CITY	FIRM NO.	LEASE NO	START DATE	ENDS DATE	MONTHLY RENT	ADDITIONAL LEASES
PARKS & RECREATION	14812 Stanford Avenue	Compton	98421	P-41059	03/01/2009	03/01/2010	Annually \$100.00	0
PARKS & RECREATION	15501 E. Arrow Highway	Irwindale	98451	L-0927	11/01/2007	10/31/2009	\$0.00	1
PARKS & RECREATION	27401 Lake Hughes Road	Castiac	98408	P-1033	07/01/2008	06/30/2009	Annually \$250.00	9
PARKS & RECREATION	Equestrian & Hiking Trail Rose Hills Road to Schabarum Park	El Monte	98403	L-1002	06/01/2008	06/01/2009	\$0.00	9
PUBLIC HEALTH	15643 Sherman Way	Van Nuys	97836	72923	09/13/2005	9/12/2010	\$6,505.58	0
PUBLIC LIBRARY	35119 80th Street East	Littlerock	98867	L-1004	07/01/2007	06/30/2010	\$2,782.50	0
PUBLIC LIBRARY	42018 N. 50th St. West	Quartz Hill	98867	73640-1	05/01/2007	04/30/2010	\$4,886.62	0
PUBLIC SOCIAL SERVICES	1301 and 1327 West 12th St.	Long Beach	97225	P-0998	05/18/2007	05/17/2010	\$0.00	5
PUBLIC SOCIAL SERVICES	17150 E. Gale Avenue	City of Industry	97361	L-1023	02/14/2008	02/13/2011	\$1,850.00	0
PUBLIC SOCIAL SERVICES	1851 N. Gaffey Street Suites A, D-H, I & J	San Pedro	97132	L-0894	01/01/2006	06/24/2007	\$3,998.25	5
PUBLIC SOCIAL SERVICES	8155 Van Nuys Blvd.	Panorama City	98972	L-0938	06/01/2005	05/31/2007	\$6,308.00	0
SHERIFF	12440 East Imperial Highway Suite 130	Norwalk	97780	L-0978	09/04/2007	09/03/2010	\$6,696.14	6
SHERIFF	13308 1/2 Valley Blvd	La Puente	97865	L-1027	04/01/2008	03/31/2011	\$1,100.00	0
SHERIFF	13837 W. Fiji Way	Marina Del Rey	97749	L-0623	05/04/2009	05/03/2010	Annually \$1,608.00	1
SHERIFF	20 Avalon Canyon Road	Catalina	97741	L-0901	09/01/2007	08/31/2010	\$2,666.50	3
SHERIFF	23-A Two Harbors Road	Catalina	97792	L-0929	03/11/2005	03/10/2008	\$1,330.00	2
SHERIFF	25930 North The Old Road	Stevenson Ranch	97685	L-0632	07/01/1999	06/30/2002	\$0.00	0
SHERIFF	40235 North 170th Street Unit H	Lake Los Angeles	97715	L-0909	11/01/2004	10/31/2007	\$506.25	0
SHERIFF	42043 50th Street West	Quartz Hill	97726	L-1025	04/01/2008	03/31/2011	\$1,380.00	0
SHERIFF	8353 Sepulveda Blvd. 1st Floor	North Hills	97866	L-0810	08/01/2004	07/31/2005	Annually \$1.00	0
SHERIFF	9300 Cherry Avenue	Fontana	97736	L-1056	08/01/2009	12/31/2010	\$3,333.33	0
SHERIFF	Big Creek County Prison	Castaic	97707	73701	07/01/2009	07/01/2010	Annually \$42.95	9
SHERIFF	Tower Peak Radio Site	Catalina	97705	L-1015	11/01/2007	10/31/2010	\$3,681.30	1
SUPERIOR COURT	102 Monterey Street	Alhambra	97506	L-0996	05/01/2007	04/30/2010	\$0.00	0
TREASURER & TAX COLLECTOR	21865 East Copley Drive	Diamond Bar	98834	L-0902	08/13/2004	08/12/2007	\$0.00	0